



Bernalillo County
HEALTH AND SOCIAL SERVICES

111 UNION SQUARE SE, SUITE 300
ALBUQUERQUE, NEW MEXICO 87102
(505) 314-0310 • FAX (505) 314-0470

**FOOD ESTABLISHMENT
PERMIT APPLICATION**

Date Received _____
Check No. _____
Receipt No. _____
Permit No. _____

Fill in applicable blanks and mail original with a check or money order for the amount due, payable to Bernalillo County at 111 Union Square SE, Suite 300, Albuquerque, New Mexico 87102.

ESTABLISHMENT NAME			e-mail		
SITE ADDRESS, CITY, STATE, ZIP					
OWNER		PHONE		FAX	
ESTABLISHMENT MAILING ADDRESS, CITY, STATE, ZIP					
CONTACT PERSON		PHONE		FAX	
COMPANY NAME		PHONE		FAX	
COMPANY ADDRESS, CITY, STATE, ZIP (if different from above mailing address)					
TYPE OF PERMIT <input type="checkbox"/> New Food Permit <input type="checkbox"/> Renewal Food Permit		<input type="checkbox"/> New Non-Profit Food Permit Non Profit ID No. _____		<input type="checkbox"/> Renewal Non-Profit Food Permit Non Profit ID No. _____	
TYPE OF FOOD SERVICE ESTABLISHMENT					
<input type="checkbox"/> <u>Food Service Establishment</u> <input type="checkbox"/> Bakery <input type="checkbox"/> Bar/Tavern <input type="checkbox"/> Care Facility <input type="checkbox"/> Child Care <input type="checkbox"/> Adult Care <input type="checkbox"/> Caterer <input type="checkbox"/> Commissary <input type="checkbox"/> Convenience Store <input type="checkbox"/> Delicatessen <input type="checkbox"/> Distributor/Warehouse <input type="checkbox"/> Grocery <input type="checkbox"/> Institution (school, etc.) <input type="checkbox"/> Filtered Water			<input type="checkbox"/> Limited Menu <input type="checkbox"/> Meal Site <input type="checkbox"/> Meat Market <input type="checkbox"/> Mobile Vendor (plate no. _____) <input type="checkbox"/> Fully self-contained <input type="checkbox"/> Non self-contained <input type="checkbox"/> Produce/ Vegetable <input type="checkbox"/> Push Cart <input type="checkbox"/> Restaurant <input type="checkbox"/> Seafood <input type="checkbox"/> Seasonal <input type="checkbox"/> Snack Bar <input type="checkbox"/> Other: _____		
<input type="checkbox"/> <u>Food Processing Establishment</u> <input type="checkbox"/> Bakery <input type="checkbox"/> Beverage <input type="checkbox"/> Bottled Water <input type="checkbox"/> Distributor/Warehouse <input type="checkbox"/> Dry Food <input type="checkbox"/> Jerky <input type="checkbox"/> Meat (butcher) <input type="checkbox"/> Refrigerated/Frozen Food <input type="checkbox"/> Seafood <input type="checkbox"/> Shelf Stable Food <input type="checkbox"/> Shellfish <input type="checkbox"/> Other: _____					
BUSINESS LICENSE (Do you currently have a Bernalillo County Business License?) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending Business License Number: Expires:					



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Food Establishment Permit Application

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WATER SUPPLY (What is the source of your water?) <input type="checkbox"/> Municipal Water Supply Account No. : _____ <input type="checkbox"/> Community Water Supply Name : _____ <input type="checkbox"/> Individual Well Permit No. : _____ <input type="checkbox"/> Public Water Supply System Well Number/Name : _____	
FEE LISTING	
New Food Service Establishment - (restaurant, caterer, convenience store, etc.)	\$200.00
Renewing Food Establishment (restaurant, convenience store, bakery, food manufacturer, grocery, meat market, seafood market, delicatessen, food warehouse/distributor, commissary, and caterer).	\$200.00 minimum, \$700.00 maximum based on 3/10 ^{ths} of 1% of annual gross receipts; not to exceed \$700.00 and not to be less than \$200.00.
Secondary Retail –delicatessen, bakery, meat, seafood, grill within a permitted facility	\$200.00
Bars/Taverns	\$100.00
Mobile Unit – Self Contained	\$120.00
Mobile Unit (Non-self-contained) or Pushcart	\$75.00
Raw Food (Produce) Vending Stand, Raw Seafood Vending Stand, Seasonal Non-Profit, Limited Menu Snack Bar	\$50.00
Institutional Kitchen, Limited Menu	\$120.00
Filtered Water Vendors	\$100.00 initial plan review and permit and \$25.00 annual renewal fee.
Bernalillo County Owned and Operated Facility, Food Bank	\$ 0.00
Variance application	\$50.00
Late Fees	Actual permit fee plus \$50.00 for each permit
<u>AFFIDAVIT OF GROSS RECEIPTS FOR PREVIOUS YEAR REQUIRED ONLY FOR RENEWING FOOD ESTABLISHMENT, FOOD PROCESSOR AND MEAT MARKET PERMITS.</u>	
I certify that the gross receipts for the above establishment was \$_____ for the most recent calendar year beginning January 1 st through December 31 st .	
<i>To determine your permit cost, multiply gross receipts by 0.003. If the amount is less than \$200.00, you pay the minimum of \$200.00. If the amount is greater than the maximum listed above, please pay the maximum of \$700.00 as applicable. If the amount is in between these two, you pay that amount. Checks or money orders should be made out to Bernalillo County. (Example: \$75,000 gross annual receipt × 0.003 = \$225.00) The fee is \$225.00.</i>	
AMOUNT ENCLOSED: \$ _____	
PRINTED NAME OF OWNER OR AUTHORIZED AGENT	
SIGNATURE OF OWNER OR AUTHORIZED AGENT	
DATE	